

ANNUAL HOMEOWNERS MEETING

Tuesday, May 9, 2017

1. Quorum and Call to Order. The Glenleigh Homeowners Association (GHOA) Annual Homeowners Meeting was called to order by Steve Gigantiello, Member of the Board of Directors (BOD), and President, at the Glenleigh Commons, Poolside, 7:15 PM, Friday, May 9, 2017. This action was based upon determination of a Quorum of homeowners (25% or 23 of 90 lot owners) present in person or by proxy. (Attached)
2. Authority and Notification. In accordance with the GHOA Covenants, Exhibit 'D' (By-Laws), Article II, no more than 30 nor less than ten calendar days prior to the Glenleigh Annual Homeowners Meeting, required notification of the meeting, along with its agenda, budget and a proxy form was distributed to GHOA members and residents. (Attached).

3. Roll Call. (Board of Directors, Officers, Activity Coordinators)

• Steve Gigantiello	Member, BOD and Officer (President)	Present
• Lawrence Williams	Member, BOD and Officer (Vice-President)	Absent
• Laurie Bush	Member, BOD and Officer (Treasurer)	Present
• Merna Bailey	Officer (Secretary for the Board)	Present
• C B Stratham	Chair, Modifications Review Committee (MRC)	Present
• Lawrence Williams	Chair, Grounds Committee	Absent
• Derek Nowatzki	Chair, Neighborhood Watch	Absent
• Joy Edwards	Coord., Social Committee	Present
• Bob Bush	Coord., Swimming Pool Operations	Present
• David Wyatt	Coord., Data Services and Security	Present
• Reese Barillari	Coord., Tennis Committee	Present

4. AGENDA

1. Quorum. Homeowners initialed the sign-in sheet, and the board collected the signed and dated Proxy forms. Steve Gigantiello, President, determined we had a quorum. Meeting held as scheduled.
2. Introduction of Directors, Officers, Committee Chairs.
3. No presentation of new candidate for board at this meeting.
4. No election of new office to the board at this time.

5. **Finance and Budget Report** – Budget for FY 2018 was presented by Laurie Bush, Treasurer. The budget was reviewed, voted on and approved by the membership. (copy attached). The number of facility members was held at maximum of 15; however, we have only have 12 at time of meeting.

6. **Committee Reports:**
 - Commons Property Maintenance: Chairman, Lawrence Williams, was absent; however, Steve advised residents of the need to upgrade drainage in the common area which affects yards on Dunaire and Kinvara Circle. This will be a capital project in the coming year.

 - MRC: C B Stratham and Steve discussed the policies of the MRC and the need to contact the MRC PRIOR to making any changes to the outside of property. Joanne Silvestri offered to put a tri-fold pamphlet together outlining the MRC requirements along with other bullet points contained in our covenants and by-laws for new residents. This pamphlet to be included in the welcoming information provided by the Social Committee. Beatrix Sims volunteered to rejoin MRC.

 - Security Services: David Wyatt reported all running smoothly at this time. The card key system is very old as is the computer that runs it. We may need to replace this year.

 - Tennis: Courts are in great shape; getting new dry rollers.

 - Pool: Pool is ready to open; just waiting on county approval. The cover may need to be replaced this coming Fall. As the pool ages, we are looking at resurfacing, replacing some pipes, etc. Also, there is no storage at the pool and homeowners who chair committees are storing Glenleigh HOA items in their garages. We need to address this after this pool season. Pool Committee is also looking for another resident volunteer – particularly anyone who knows plumbing (if there are any).

 - Social Committee: Joy Edwards reported that most events are centered around the children in our community; however, they are wanting input as to what would bring more adults to a function (those without children). She suggested residents check out the Glenleigh website for committee contact information and they can send suggestions to the Social Committee. Residents could also VOLUNTEER for any Committee that is listed there. We always need volunteers.

 - Neighborhood Watch: In Derek Nowatzki's absence, Steve mentioned that we will be working on this and expect to hear more about this in the future.

5. Other Business:

Dues Increase – With the mention of necessary capital projects on 30 year-old infrastructure and the fact that our current dues provide an income that mostly covers upkeep of our common areas, a discussion was had on the necessity of increasing our dues by \$100 per year. The increase in dues would be the first in over 10 years.

A minimum of \$55,000 should be in reserve funds at all times. If we were to face an expensive emergency repair or upgrade and have to tap into these funds, a special assessment would be required on all residents to build the reserves back up to the necessary amount. To avoid this and to better save and budget for future capital projects, a motion was made and seconded to increase our annual dues from \$500/year to \$600/year. Another motion was then made and seconded to increase Facility Member dues from \$525/year to \$625/year. Both motions passed. These increases will take effect April 1, 2018.

Capital Projects – Discussion was had on several necessary capital projects. The Board stated they would put together scopes-of-work and estimated budgets for each, and asked for volunteers to help with this process.

1. Drainage Around Common Areas – Regrading and enhancing drainage from parking area down around tennis courts; clean up and regarding of cistern area behind Dunaire Court.
2. Security Cameras – Installing good-quality cameras in strategic areas of the entrance and Pool to capture vehicle identification or individual actions in case of crime, vandalism, injuries, etc. The system would allow for a discount in our insurance rates.
3. Pool Area – Assessing repair/replacement needs on pump and filtration systems; identifying storage needs and the possibility of erecting a separate storage shed; assessing the condition of the pool house and pool deck for any necessary repairs or upgrades.

Mailboxes: These are starting to deteriorate and will need replacing in the not-to-distant future. The Board asked for volunteers to form a mail delivery committee to research what's available in new, more secure mailboxes as well as the possibility of installing a bank of boxes in a more central location for mail delivery. There were no volunteers at the meeting.

Adjournment. - Meeting was adjourned at 8:55 P.M.

FOR THE BOARD OF DIRECTORS:

Merna Bailey
Secretary to the Board

Enclosures:

- Annual Meeting Notice, Agenda, and Proxies
- Glenleigh Financial Statement and FY 2017-18 Proposed Budget
- Meeting Agenda / sign in sheet/ Proxies